

## Message Text

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FM SECSTATE WASHDC

TO CG FORT CHAFFEE

EGLIN AFB

INDIANTOWN GAP MILITARY RESERVATION

UNCLAS STATE 128179

FOR INFORMATION OF CIVIL COORDINATORS

FOLLOWING REPEAT CAMP PENDLETON 311558Z MAY 75 ACTION  
INTERAGENCY TASK FORCE WASH DC 31 MAY.

QUOTE

UNCLAS

MSG NO. 39

SUBJ: IN-PROCESSING PROCEDURES

1. THE FOLLOING OUTLINE OF IN-PROCESSING PROCEDURES FOLLOWED AT CAMP PENDLETON MAY BE HELPFUL IN ESTABLISHING OR REFINING PROCEDURES AT OTHER REFUGEE CENTERS.
2. ARRIVAL AND SETTLEMENT IN CAMP PENDLETON- REFUGEES ASSIGNED FOR INITIAL PROCESSING TO CAMP PENDLETON ARRIVE AT EL TORO TRAVEL AIR STATION. THE CAMP IS ADVISED IN ADVANCE OF ALL PLANE ARRIVALS AND NUMBERS OF REFUGEES INVOLVED, AND A LIAISON OFFICER MEETS EACH PLANE. AS THE REFUGEES DEPLANE THEY ARE CHECKED AGAINST THE AIRCRAFT MANIFESTLIST. THE REFUGEES AND THEIR BAGGAGE ARE TRANSPORTED BY MILITARY BUSES (EACH WITH A MARINE SERVING AS ESCORT) TO CAMP PENDLETON. WHEN THE BUSES LEAVE EL TORO, CAMP PENDLETON IS ADVISED OF ETA IN PENDLETON.

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3. THE BUSES ARRIVE AT CHECKPOINT CHARLIE IN CAMP PENDLETON. WITHOUT GETTING OFF THE BUSES, THE REFUGEES IN EACH BUS ARE WELCOMED BY A VIETNAMESE INTERPRETER AND INFORMED BRIEFLY OF THE PROCEDURES THEY WILL BE GOING THROUGH AND THE LIVING

CONDITIONS TO EXPECT IN THE CAMP. THE INTERPRETERS THEN HAND OUT "LOCATOR CARDS" TO THE HEADS OF EACH FAMILY AND EXPLAIN HOW TO FILL THEM OUT. THE FAMILY HEADS (ONLY) THEN DEBUS AND ENTER A SMALL PROCESSING CENTER WHERE EACH IS GIVEN A STANDARD ADP FORM, AND MEDICAL SCREENING FORMS, FOR HIMSELF AND EACH FAMILY MEMBER AND INFORMED AS TO HOW TO COMPLETE THESE FORMS. (THE ADP FORMS ARE COMMONLY REFERRED TO AS "ID CARDS" BECAUSE ALL U.S. AND VOLUNTARY AGENCIES HAVE AGREED TO THEIR USE AS A CONTROL FORM FOR THE ENTIRE PROCESSING CYCLE AT CAMP PENDLETON). THE FAMILY HEADS THEN REBOARD THE BUSES AND THE REFUGEES ARE TAKEN TO A RED CROSS TENT TO RECEIVE CLOTHING AND THEN TO THEIR RESPECTIVE PREASSIGNED HOUSING AREAS. (THE VISIT TO THE RED CROSS CLOTHING TENT MAY PRECEDE THE VISIT OF THE FAMILY HEADS TO THE CENTER TO PICK UP THE ADP ID CARDS).

4. IN THE HOUSING AREAS, REFUGEES ARE SHOWN TO THEIR PREASSIGNED TENTS: EVERY EFFORT IS MADE TO KEEP FAMILY GROUPS TOGETHER. FAMILIES SET UP THEIR NEW TEMPORARY HOMES, BUT ALSO ENJOY TIME TO REST.

5. IMMIGRATION AND NATURALIZATION SERVICES (INS) PROCESSING- IN THE CAMP HOUSING AREA SOON AFTER THEIR ARRIVAL, AND BEFORE PROCEEDING TO THE INS PROCESSING CENTER, THE REFUGEES COMPLETE

SOME OF THE FORMS ESSENTIAL TO THEIR PROCESSING. ADP ID CARDS ARE COMPLETED FOR ALL FAMILY MEMBERS AND FORMS G-325-A ("BIOGRAPHIC INFORMATION") FOR ALL FAMILY MEMBERS 14 YEARS OF AGE AND OLDER. IN COMPLETING THE ADP CARDS EACH FAMILY HEAD MUST CHOOSE THE VOLUNTARY RESETTLEMENT AGENCY WITH WHICH HE WISHES TO REGISTER FOR RESETTLEMENT ASSISTANCE.

6. ON THE BUS TO THE PROCESSING CENTER- FAMILY HEADS AND OTHER FAMILY MEMBERS 14 AND OVER, CARRYING THE ABOVE COMPLETED DOCUMENTS, AS WELL AS IMMIGRATION FORMS I-94 WHICH WERE ISSUED AT OVERSEAS LOCATION ARE TAKEN BY BUS FROM THEIR HOUSING AREAS ("CAMPS") TO THE INS PROCESSING BUILDING. WHILE ON THE BUS THEY ARE GIVEN CLEARANCE CARDS TITLED "PROCESSING CENTER", WHICH IN CONJUNCTION WITH THE OTHER DOCUMENTS, ADMIT THEM TO THE INS CENTER.

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7. AT THE INS PROCESSING CENTER- THE REFUGEES ARE ADMITTED TO THE CENTER BY A MARINE GUARD WHO CHECKS THEIR POSSESSION OF THE ABOVE MENTIONED DOCUMENTS AND CLEARANCE CARDS. THE REFUGEES ARE PHOTOGRAPHED AND FINGER-PRINTED AND COPIES OF THEIR PHOTOGRAPHS AND FINGER PRINT CARDS ARE GIVEN TO THEM. AT THIS TIME ALL FAMILY MEMBERS AGE 14 AND OVER ARE REQUIRED TO EXECUTE AN AFFIDAVIT STATING IN EFFECT THAT THEY HAVE NOT ENGAGED IN ACTIVITIES OF AN UNLAWFUL NATURE.

8. AT THIS POINT EACH FAMILY HEAD CONTINUES THE PROCESSING PROCEDURE ON BEHALF OF HIMSELF AND HIS FAMILY MEMBERS, WHO ARE RETURNED BY BUS TO THEIR CAMPS.

9. THE FAMILY HEAD IS INTERVIEWED BY AN INS OFFICIAL WHO ASSURES THE COMPLETENESS OF ALL FORMS SUBMITTED AND

ESTABLISHES OTHER PERTINENT INFORMATION. THE OFFICIAL THEN RETURNS TO THE FAMILY HEAD HIS ADP ID CARD AND A "3X5" NEW BLUE CARD WHICH LISTS THE NAMES OF THE FAMILY HEAD AND HIS FAMILY MEMBERS AS WELL AS "A" FILE NUMBERS AND CAMP LOCATION. THE FAMILY HEAD THEN PROCEEDS TO NEW PROCESSING.

10. HEALTH, EDUCATION, SOCIAL WELFARE (HEW) PROCESSING-SOCIAL SECURITY- THE FAMILY HEAD IS INTERVIEWED BY AN OFFICIAL WHO FILLS OUT AN SS-5 ("REQUEST FOR SOCIAL SECURITY CARD") FORM FOR EACH OF THE PERSONS LISTED ON THE BLUE CARD. THE FAMILY HEAD SIGNS THE CARDS FOR ALL OF HIS FAMILY MEMBERS. THE FAMILY HEAD IS THEN DIRECTED TO THE SOCIAL REHABILITATION SERVICE, COMMONLY REFERRED TO AS THE "TRANSPORTATION OFFICE"

11. SOCIAL REHABILITATION SERVICE- AT THIS STOP CATEGORY 1 REFUGEES (RELATIVES OF U.S. CITIZENS OR LAWFUL PERMANENT RESIDENTS) MAY BE PROVIDED WITH TRAVEL TICKETS WITHOUT FURTHER PROCESSING.

12. FOR OTHER FAMILY HEADS, HOWEVER, THIS OFFICE, AFTER CHECKING ADP ID CARDS AND THE BLUE CARD, HELPS THE REFUGEE TO PREPARE FORMS FOR HIMSELF AND FAMILY MEMBERS INDICATING SKILLS, EDUCATIONAL LEVELS AND OTHER FACTORS WHICH WILL HELP THE VOLUNTARY AGENCIES IN SECURING SPONSORS AND EMPLOYMENT OPPORTUNITIES.

13. EACH HEAD OF FAMILY IS INTERVIEWED TO ESTABLISH THE FINANCIAL RESOURCES IN HIS AND HIS FAMILY MEMBERS' POSSESSION. THIS BECOMES THE BASIS FOR A DETERMINATION OF QUALIFICATION FOR FREE ONWARD TRAVEL FROM CAMP PENDLETON.

14. HEALTH- WITH THE COMPLETION OF THE ABOVE PROCESSING, AND THE INITIAL VISIT OF THE FAMILY HEAD TO THE VOLUNTARY UNCLASSIFIED

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AGENCY OF HIS CHOICE (NEXT PARAGRAPH), HE AND HIS FAMILY ARE GIVEN MEDICAL ATTENTION BY HEW (U.S. PUBLIC HEALTH SERVICE) PERSONNEL, USING THE COMPLETED MEDICAL SCREENING FORMS AS A BASIS. THE CHECK-UPS INCLUDE IMMUNIZATIONS AND TUBERCULIN TESTS FOR CHILDREN, AND STS TESTS AND X-RAYS FOR ADULTS.

15. VOLUNTARY AGENCIES -UPON COMPLETING HIS STOP AT THE SOCIAL REHABILITATION SERVICE, EACH FAMILY HEAD IS REFERRED TO THE CAMP OFFICE OF THE VOLUNTARY AGENCY OF HIS CHOICE AS INDICATED ON THE ADP FORM: THE AGENCY RETAINS A COPY OF THIS FORM. THE VOLUNTARY AGENCIES, WHICH RECRUIT AND VERIFY THE CAPABILITIES OF POTENTIAL SPONSORS, ASSUME RESPONSIBILITY FOR BRINGING SPONSORS AND REFUGEES TOGETHER TO THEIR BEST MUTUAL ADVANTAGE. DETAILED AND EXTENSIVE INVESTIGATION IS REQUIRED TO ASSURE THE BEST POSSIBLE MATCHING OF THE BACKGROUND, EXPERIENCE, AND CAPABILITIES OF THE REFUGEES AND THE RESOURCES (INCLUDING EMPLOYMENT OPPORTUNITIES) WHICH CAN BE MADE AVAILABLE BY THE SPONSORS. UNQUOTE INGERSOLL

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